



Registry of Educational Personnel (REP) Update – October 19, 2004

This message is being sent to the Registry of Educational Personnel (REP) Listserv and to the authorized users of the REP application.

As a reminder, the fall submission of the REP is due to the Center for Educational Performance and Information (CEPI) on Friday, December 10, 2004. The REP application will be open for your submission Wednesday, October 27 through December 10, 2004.

Please reference the information available on CEPI's Web site at www.michigan.gov/cepi. Click on MEIS Data Services and then Registry of Educational Personnel. Be sure that you are using the correct version of the REP Data Field Descriptions Manual - Fall 2004. Also watch for updates on the Web site throughout the submission period.

In addition to the manual, you will find helpful information under the REP Help section. Frequently Asked Questions (FAQs) as well as other important documents are provided to assist you with your submission.

If you have questions concerning the REP submission, please contact the DIT Client Service Center via e-mail at Help-Desk@michigan.gov or by phone at 517-335-0505. A help ticket will be then be created for your questions. CEPI staff will respond to the help tickets as quickly as possible in the order they are received. We thank you for your patience.

Center for Educational Performance and Information